



## ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS

1740 West Adams Street, Suite 3407

Phoenix, Arizona 85007

(602) 589-8352

### Regular Session Meeting Minutes

**January 10, 2020**

Board Members Present: Dr. Quenton McCallister, Chair, OT Member  
Dr. Donald Hosenfeld, Vice Chair, OT Member  
Barbara Paulson, Public Member  
Charlene Marbs, Public Member

Board Members Absent: None

Staff Present: Karen Whiteford, Executive Director  
Vicki Egurrola, Administrative Assistant

Legal Staff Present: Sabrina Khan, Assistant Attorney General

Location: 1740 West Adams Street, Board Room B  
Phoenix, AZ 85007

#### 1) **CALL TO ORDER**

Dr. McCallister called the meeting to order at 1:30 p.m.

#### 2) **ROLL CALL**

The following members were present: Quenton McCallister, Donald Hosenfeld, Barbara Paulson, and Charlene Marbs

#### 3) **DECLARATION OF CONFLICTS OF INTEREST**

No conflicts of interest were reported.

#### 4) **REVIEW, CONSIDERATION, AND POSSIBLE ACTION REGARDING APPROVAL OF THE MEETING MINUTES**

Dr. McCallister moved the Board approve the regular and executive session meeting minutes of December 13, 2019. Dr. Hosenfeld seconded the motion. The motion passed 4-0 with all members present voting aye.

- a) Regular Session Meeting Minutes of December 13, 2019
- b) Executive Session Meeting Minutes of December 13, 2019

#### 5) **REVIEW AND CONSIDER FUTURE BOARD MEETING SCHEDULE**

- a) February 14, 2020 – No conflicts
- b) March 13, 2020 – No conflicts
- c) April 10, 2020 – Ms. Paulson stated that she will not be available for the April meeting.

**6) CONSENT AGENDA: REVIEW, CONSIDERATION, AND POSSIBLE ACTION ON APPLICATIONS FOR LICENSURE APPROVED BY EXECUTIVE DIRECTOR**

a) Initial Applications Approved by Executive Director (22)

Dr. McCallister moved the Board ratify the 22 initial applications approved by the executive director. Ms. Marbs seconded the motion. The motion passed 4-0 with all members present voting aye.

License: Number	Applicant Last Name	Applicant First Name	Issue Date	Expiration Date
OTA-046738	Black	Lindsey	12/30/2019	12/29/2021
OTA-046739	Bollig	Sarah	12/30/2019	12/29/2021
OTA-046740	Boyce	Courtney	12/30/2019	12/29/2021
OTH-008002	Campos	Jana	12/30/2019	12/29/2021
OTA-046741	Chaudhary	Saumya	12/30/2019	12/29/2021
OTA-046742	Cichon	Desiree	12/30/2019	12/29/2021
OTA-046743	Devlin	Taylor	12/30/2019	12/29/2021
OTA-046744	Drennen	Shawn	12/30/2019	12/29/2021
OTH-008003	Gerard	Aubrie	12/30/2019	12/29/2021
OTA-046745	Givens	Jaylee	12/30/2019	12/29/2021
OTA-046746	Haas	Debra	12/30/2019	12/29/2021
OTH-008004	Haverkos	Rachel	12/30/2019	12/29/2021
OTH-008005	Johnson	Jane	12/30/2019	12/29/2021
OTH-008006	Mick	Mendy	12/30/2019	12/29/2021
OTH-008007	Millard	Madison	12/30/2019	12/29/2021
OTA-046747	Molander	Timothy	12/30/2019	12/29/2021
OTA-046748	Molstad	Ashley	12/30/2019	12/29/2021
OTA-046749	Prince	Ashley	12/30/2019	12/29/2021
OTH-008008	Pulliam	Jared	12/30/2019	12/29/2021
OTH-008009	Woldezi	Sara	12/30/2019	12/29/2021
OTH-008010	Yamaguchi	Morgan	12/30/2019	12/29/2021
OTA-046750	Zerkle	Cassidy	12/30/2019	12/29/2021

b) Renewal/Reinstatement Applications Approved by Executive Director (55)

Dr. Hosenfeld moved the Board ratify the 55 renewal applications approved by the executive director. Ms. Paulson seconded the motion. The motion passed 4-0 with all members present voting aye.

License: Number	Applicant Last Name	Applicant First Name	Effective Date	Expiration Date	Application Type
OTH-003196	Barnhart	Kelly	1/12/2020	1/11/2022	Renewal
OTA-006204	Batterbee	Sarah	12/2/2019	6/14/2021	Reinstatement
OTH-004509	Baumgartner	Heather	2/5/2020	2/4/2022	Renewal
OTH-005014	Beckwith	Catherine	1/23/2020	1/22/2022	Renewal
OTH-005009	Benjamin	Diana	1/23/2020	1/22/2022	Renewal
OTH-005545	Berg-Gillihan	Jennifer	1/16/2020	1/15/2022	Renewal
OTH-000048	Blanc	Carol	3/9/2020	3/8/2022	Renewal

Occupational Therapy Examiners Board Meeting  
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<b>License: Number</b>	<b>Applicant Last Name</b>	<b>Applicant First Name</b>	<b>Effective Date</b>	<b>Expiration Date</b>	<b>Application Type</b>
OTA-006432	Brown	Tracey	1/11/2020	1/10/2022	Renewal
OTH-004034	Burningham	Jenna	1/17/2020	1/16/2022	Renewal
OTH-005698	Capozello	Jennette	2/7/2020	2/6/2022	Renewal
OTA-007308	Carlson	Kylie	1/11/2020	1/10/2022	Renewal
OTA-006457	Charlton	Connie	2/12/2020	2/11/2022	Renewal
OTH-004994	Chartrand	Glenys	12/12/2019	12/11/2021	Renewal
OTH-003184	Christina	Suzanna	1/12/2020	1/11/2022	Renewal
OTH-005744	Clay	Elizabeth	2/20/2020	2/19/2022	Renewal
OTH-006459	Cohn	Jennifer	2/12/2020	2/11/2022	Renewal
OTH-007395	Diaz	Julie	2/10/2020	2/9/2022	Renewal
OTA-006435	Draper	Kerrie	1/11/2020	1/10/2022	Renewal
OTA-006461	Evans Jr.	Darryl	2/12/2020	2/11/2022	Renewal
OTH-007362	Faust	Amber	2/12/2020	2/11/2022	Renewal
OTA-004469	Finney	Tara	1/23/2020	1/22/2022	Renewal
OTH-000944	Hanafin	Karen	2/23/2020	2/22/2022	Renewal
OTH-003235	Hartmann	Cindy	3/15/2020	3/14/2022	Renewal
OTH-007283	Jacobs	Hannah	12/11/2019	12/10/2021	Renewal
OTH-006467	Jasion	Samantha	2/12/2020	2/11/2022	Renewal
OTH-006454	Johnson	Desarae	2/12/2020	2/11/2022	Renewal
OTA-007323	Kisner	Kimberly	1/16/2020	1/15/2022	Renewal
OTH-005683	Martinez	Andria	1/13/2020	1/12/2022	Renewal
OTH-007330	Mask	Rebeca	1/16/2020	1/15/2022	Renewal
OTA-007375	Matteson	Jenna	2/12/2020	2/11/2022	Renewal
OTH-005729	Miller	Sarah	2/14/2020	2/13/2022	Renewal
OTA-006443	Mohrlock	Jeff	1/11/2020	1/10/2022	Renewal
OTA-006364	Moon	Julia	11/16/2019	11/15/2021	Renewal
OTH-003186	Murphy	Kellie	1/12/2020	1/11/2022	Renewal
OTH-004099	Olson	Angela	2/20/2020	2/19/2022	Renewal
OTH-004505	Pecak	Angelina	1/29/2020	1/28/2022	Renewal
OTH-004506	Pereda	Alex	2/3/2020	2/2/2022	Renewal
OTH-001822	Petkovic	Michael	1/20/2020	1/19/2022	Renewal
OTH-006446	Porter	Ron	1/11/2020	1/10/2022	Renewal
OTH-001523	Price	Menchit	2/19/2020	2/18/2022	Renewal
OTH-006486	Pryor	Stephanie	2/12/2020	2/11/2022	Renewal
OTH-000255	Reyes	Suzanne	3/13/2020	3/12/2022	Renewal
OTH-002123	Ritter	Mark	2/16/2020	2/15/2022	Renewal
OTA-006448	Rivera	Loretta	1/11/2020	1/10/2022	Renewal
OTH-005000	Rulite	Mylene Ruth	12/12/2019	12/11/2021	Renewal
OTH-000271	Rutt-Shepard	Amber	2/14/2020	2/13/2022	Renewal
OTH-007352	Salvatierra	Chelsea	1/16/2020	1/15/2022	Renewal

License: Number	Applicant Last Name	Applicant First Name	Effective Date	Expiration Date	Application Type
OTA-006450	Sorlien	Janessa	1/11/2020	1/10/2022	Renewal
OTH-000381	Stock	Sandra	3/20/2020	3/19/2022	Renewal
OTA-002837	Suarez	Monica	12/17/2019	12/16/2021	Renewal
OTH-000407	Urbanowicz	Rosanne	3/11/2020	3/10/2022	Renewal
OTA-003183	Vargas	Jill	1/12/2020	1/11/2022	Renewal
OTH-002818	Wilcox	Marty	12/15/2019	12/14/2021	Renewal
OTA-005694	Woods	Jordyn	1/13/2020	1/12/2022	Renewal
OTH-006468	Zook	Jillian	2/12/2020	2/11/2022	Renewal

**7) REVIEW, CONSIDERATION, AND POSSIBLE ACTION ON APPLICATIONS FOR LICENSURE**

a) Initial Applications – Board Review

i) DeNell Dykstra – Disclosure

Dr. McCallister stated that the disclosed matter did not involve moral turpitude and moved the Board approve Ms. Dykstra’s initial application. Ms. Paulson seconded the motion. The motion passed 4-0 with all members present voting aye.

ii) Elizabeth Good – Disclosure

Dr. McCallister stated that the disclosed matter did not involve moral turpitude. Dr. Hosenfeld moved the Board approve Ms. Good’s initial application. Ms. Marbs seconded the motion. The motion passed 4-0 with all members present voting aye.

iii) Sally Johnson – Disclosure

Dr. McCallister moved the Board approve Ms. Johnson’s initial application. Ms. Marbs seconded the motion. The motion passed 4-0 with all members present voting aye.

iv) Alexandria Koumentis – Disclosure

Ms. Paulson moved the Board approve Ms. Koumentis’ initial application. Dr. McCallister seconded the motion. The motion passed 4-0 with all members present voting aye.

b) Renewal/Reinstatement Applications – Board Review

None

c) Limited License Applications – Board Review

None

**8) REVIEW, CONSIDERATION, AND POSSIBLE ACTION – COMPLAINTS, INVESTIGATIONS AND COMPLIANCE**

a) Initial Review of New Complaints

i) Megan Kieser, OTA-005812 – Complaint #2019-OT-0022

Ms. Kieser was present and answered questions from the Board. When asked if she wanted to surrender her license, Ms. Kieser stated that she did. Ms. Khan stated that that would have to be done through a consent agreement for voluntary surrender, which Ms. Kieser would review and have an attorney review, if desired. Dr. McCallister told Ms. Kieser that he felt she was being harder on herself than the Board would be. Ms. Paulson moved the Board offer Ms. Kieser a consent agreement for voluntary surrender of her license based on the information in the investigation report. Ms. Marbs seconded the motion. Dr. McCallister moved the Board go into executive session for legal advice. Dr. McCallister seconded the motion. The motion passed 4-0 with all members present voting aye. The Board entered executive session at 1:37 p.m. Upon returning to regular session at 1:49 p.m., Dr. McCallister explained that the matter was not egregious enough to revoke Ms. Kieser’s license. And warned Ms. Kieser that a voluntary surrender could lead to issues with obtaining a license in the future. Ms. Kieser asked what other options there were. Dr. McCallister stated the Board could issue a letter of concern. Dr. Hosenfeld stated that the

letter of concern would allow Ms. Kieser to continue to practice, if she chose to. Ms. Whiteford clarified that a letter of concern is a non-disciplinary action and appears on the Board's website for five years. Dr. McCallister moved the Board issue a letter of concern to Ms. Kieser for late compliance with 18-OTA-5812. Ms. Marbs seconded the motion. The motion passed 4-0 with all members present voting aye.

ii) Lauren Larson, OTH-007173

Ms. Larson was not present. Ms. Whiteford stated that Ms. Larson was noticed regarding the meeting. After reviewing the matter, the Board discussed a possible disciplinary action. Dr. McCallister moved the Board offer Ms. Larson a consent agreement with one year of probation, to include three hours of continuing education in ethics and a requirement for proof that Ms. Larson notified her employer that she practiced without a license for 30 days. Dr. Hosenfeld seconded the motion. The motion passed 4-0 by roll call vote.

b) Review, Discussion, and Possible Action of Whether or Not to Open a Complaint

i) Lovetta Gibson, OTA-006916

Ms. Gibson was not present and was notified, by email and U.S. mail, that the matter would be discussed at the January 10 Board meeting. The Board asked Ms. Whiteford about other ways to reach Ms. Gibson, directed staff to attempt to call Ms. Gibson, and send a letter to her at her workplace if not able to reach her by phone. Dr. Hosenfeld moved the matter be tabled to the February Board meeting. Ms. Marbs seconded the motion. The motion passed 4-0 with all members present voting aye.

**9) REVIEW, CONSIDERATION, AND POSSIBLE ACTION – BOARD BUSINESS AND REPORTS**

a) Board Member Elections

i) Chair

Dr. Hosenfeld nominated Dr. McCallister for Board chair. Ms. Marbs seconded the motion. The motion passed 4-0 with all members present voting aye.

ii) Vice-Chair

Dr. McCallister nominated Dr. Hosenfeld for Board vice-chair. Ms. Paulson seconded the motion. The motion passed 4-0 with all members present voting aye.

b) Executive Director's Report – Verbal Report and Discussion – No Action Required

i) Financial Report

Ms. Whiteford stated that the most recent financial report shows a significant increase in the projected amount remaining in the Board's appropriation at the end of the fiscal year. She also stated that she would review the data to determine if there was an error.

ii) Review of Recent Board Staff Activities

Ms. Whiteford stated that there have been no out-of-the-ordinary staff activities.

iii) Statistics

Ms. Whiteford reviewed the current statistics:

- (1) 204 Licenses Issued Since November Board Meeting
- (2) 3,954 Current Active Licensees
  - (a) 2,645 Occupational Therapist
  - (b) 1,294 Occupational Therapy Assistant
  - (c) 9 Occupational Therapist Limited License
  - (d) 5 Occupational Therapy Assistant Limited License
- (3) 93 Current Inactive Licensees
  - (a) 68 Occupational Therapist
  - (b) 25 Occupational Therapy Assistant
- (4) 9 active consent agreements – Next item due 1/23/2020
- (5) 10 open investigations
- (6) Renewal Processing Time
  - (a) Average 9.85 days (from 22 in 2019)

b) Administrative Project Status

Ms. Whiteford reviewed the current status of the following administrative projects:

- i) Policies and Procedures - Updating
- ii) CE Broker Implementation – Working on announcement
- iii) Administrative Process Changes to Statutes – Bill language sent to Senator Brophy McGee on 1/7/2020
- iv) Shredding of Expired License Files – No update

c) Feasibility of Using NBCOT Navigator to Report Continuing Education

Ms. Whiteford stated she had not had an opportunity to discuss this with the NBCOT; however, the NBCOT Navigator does not allow Boards to see certificant records.

**10) AGENDA ITEMS FOR NEXT MEETING**

No agenda items for the February meeting were suggested.

**11) CALL TO THE PUBLIC**

No members of the public stepped forward to speak.

**12) ADJOURNMENT**

There being no further business, the meeting adjourned at 2:16 p.m.